08/26/2011

Subject: SCOPE OF WORK

EMB, Replacement of Aging Split-System Air Conditioners

I. <u>Description</u> of Work

Twenty three (23) air conditioning split units currently condition various spaces within the Chancery.

These are older AC split units which have unimpressive energy efficiency ratios (EER).

Contractor shall replace the old AC split units and optimize their number.

Energy efficiency ratios shall exceed 13 (EER 3.81 in local market).

II. Scope of work

- 1) Contractor shall review and get familiar with this SOW including attachments that are integral parts of the SOW.
- 2) Contractor shall perform a site survey to verify in the field all existing conditions that will be affected by the new installation work including measuring of distances and spaces.
- 3) Contractor shall use the opportunity of the site survey to develop a Bill of Materials (BOM) for all necessary material required for the complete and functional installation and related work.
- 4) Contractor shall propose of optimization of AC split units.
- 5) Contractor shall propose new AC units that energy efficiency ratios exceed 13 (EER 3.81 in local market).
- 6) Contractor shall develop an installation schedule and phasing plan for US Embassy review and approval.
 - Duration as well as execution of the installation and construction must not conflict or impact operation of the US Embassy.
- 7) Contractor shall, in coordination with US Embassy, confirm all conditions and provisions of the Construction Security Plan as it applies to the Contractor's construction personnel and their respective access to the US Embassy site, as well as procurement and storage of all construction and installation material.
- 8) Contractor shall, in coordination with US Embassy, determine construction area limit, including the lay-down site for the construction material as well as container for demolition material.
- 9) Contractor shall observe conditions of work safety in accordance with Safety Code 324/90 sb. and assumes all responsibilities in case of their violation.
- 10) Work includes AC units and other material, delivery, installation, removal, transport, cleaning, subsidiary work and other necessities to proper completion of the work.

III. Work requirements

- 1) Delivery and installation of new AC split units (minimum EER 13 in US i.e. EER 3,81 in the local market) including piping, cabeling and raceways.
- 2) Contsruction work related to installation of units, pipes, cables and receways.
- 3) Connect AC units to power.
- 4) Fill AC units with coolant.
- 5) Put AC units into operation.
- 6) Test AC units at presence of COR.
- 7) Operation and maintenance training and provide maintenance manual.
- 8) Removal of disconnected cables, pipes, hoses and related raceways.
- 9) Dismantle old AC split units and recover refrigerant gas as per Czech law.
- 10) Final fixing, painting and cleaning of all affected areas on walls.
- 11) Waste disposal
- 12) Handover of work. Turn over all installed fully operational air conditioning units.

IV. <u>Description of Contractor's Service</u>

- 1) Contractor shall submit a Bid Proposal based on this SOW
- 2) The bid proposal shall include list of all AC units and materials that will be used including manufactures and warranty period.
- 3) All materials used on the installation of the all AC units must be in accordance with recommendation of AC units' producer. The materials must have all needed clearances and certificates including warranty from manufacturer.
- 4) Because of limited access the Contractor shall develop time schedule of site survey in coordination with the US Embassy project representative.
- 5) Before start of work contractor shall develop and submit for approval detailed work procedure including time schedule of work.
- 6) Contractor shall provide technical and safety data sheets of used materials for inspection and approval.
- 7) Upon approval of the above requirements and issue of Notice to Proceed Contractor shall proceed with the execution of the construction in accordance with the approved project schedule and approved material.